

**ARIZONA DEPARTMENT OF HEALTH SERVICES  
DIVISION OF BEHAVIORAL HEALTH SERVICES  
DIVISION DOCUMENT REVISION NOTICE**

The Arizona Department of Health Services/Division of Behavioral Health Services has revised the below referenced document(s), indicated by **BOLD** print and the symbol **[X]**. The attached matrix includes a detailed description of the changes impacting the selected document(s). The revised document(s) will be posted to the ADHS/DBHS website on or around the effective date. Please direct any questions regarding this Division document revision notice to Margaret Russell at (602) 364-4658 or via electronic mail at [russelm@azdhs.gov](mailto:russelm@azdhs.gov).

<b>DIVISION DOCUMENT</b>	<b>ADHS/DBHS PROVIDER MANUAL</b>	<b>ADHS/DBHS POLICY AND PROCEDURES MANUAL</b>	<b>ADHS/DBHS PROGRAM SUPPORT PROCEDURES MANUAL</b>	<b>ADHS/DBHS COVERED BEHAVIORAL HEALTH SERVICES GUIDE</b>
<b>REVISION [X]</b>	<b>[X]</b>			
<b>DIVISION DOCUMENT</b>	CLIENT INFORMATION SYSTEM (CIS) FILE LAYOUT AND SPECIFICATIONS MANUAL	OFFICE OF GRIEVANCE AND APPEALS DATABASE MANUAL	ADHS ACCOUNTING AND AUDITING PROCEDURES MANUAL	FINANCIAL REPORTING GUIDE FOR REGIONAL BEHAVIORAL HEALTH AUTHORITIES
<b>REVISION [X]</b>				
<b>DIVISION DOCUMENT</b>	ADHS/DBHS QUALITY MANAGEMENT/UTILIZATION MANAGEMENT PLAN	ADHS/DBHS PREVENTION FRAMEWORK FOR BEHAVIORAL HEALTH	AHCCCS MEDICAL POLICY MANUAL-CHAPTERS 900 AND 1000	ADHS/DBHS STRATEGIC PLAN
<b>REVISION [X]</b>				
<b>DIVISION DOCUMENT</b>	ADHS/DBHS CULTURAL COMPETENCE PLAN	ADHS/DBHS CLINICAL GUIDANCE DOCUMENTS	TITLE XIX CHILDREN'S BEHAVIORAL HEALTH ANNUAL ACTION PLAN	
<b>REVISION [X]</b>				

# ADHS/DBHS PROVIDER MANUAL SECTION 3.22, Out of State Placement for Children and Young Adults

Policy #	TITLE	DESCRIPTION OF CHANGE	Effective Date
PM 3.22 Out of State Placements for Children and Young Adults	Table of Contents	Added "Definitions" heading	June 1, 2008
	Table of Contents	Edited 3.22.7-B to read, "Conditions to be met before an out of state placement is made" replacing "out of state referral."	
	Table of Contents	Edited 3.22.7-D from "Initial notification and periodic updates" to read, "Initial notification to ADHS/DBHS Office of Utilization Management."	
	Table of Contents	Added "3.22.7-E Periodic updates to ADHS/DBHS Office of Utilization Management"	
	Throughout	Replaced, "clinical team" with "child and family team and/or adult clinical team."	
	Throughout	Added "or program" to statements referring to "treatment facilities."	
	Introduction	Second paragraph, spelled "Tribal and Regional Behavioral Health Authorities" in full.	
	References	Combined Tribal IGAs	
	References	Updated Practice Protocol reference	
	Throughout	Retitled "Arizona Department of Education Certification Standards" to read "Arizona Department of Education Academic Standards" and hyperlinked title.	
	Did you know . . . ?	Spelled out" Arizona Health Care Cost Containment System"	
	Did you know . . . ?	Removed second "also" from statement "It is also recommended that coordination with the school system in the area also occurs if applicable."	
	Definitions	Added Definitions Section. Created definition for "Single Case Agreement."	
	Objectives	Added two objectives to list: "Facilitate family member involvement" and "Promote the person's timely return to a community living environment"	
	Procedures, 3.22.7-B	Removed "Clinical Liaison" reference from first sentence.	
	Throughout	Added, "Behavioral Health Coordinator" to mentions of "AHCCCS Health Plan" and "or health care provider".	
	Procedures, 3.22.7-C	Bullet item six, reworded for clarity.	
	Procedures,		

	3.22.7-D	First paragraph, second sentence, replaced "providing" with "supplying"	
	Throughout	Added, "Office of Utilization Management" to "ADHS/DBHS" when referencing PM 3.22 forms. Added DBHS UM Office fax number.	